



**Date:** October 15, 2003  
**To:** Inter-Regional Partnership Members  
**From:** IRP Staff  
**RE:** Pilot Project Evaluation: Request for Proposals

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## Background

Senate Bill 639 was signed by Governor Davis in September, thereby extending the IRP Pilot Project to July 2008. With the passage of this legislation, the deadline for the completion of the evaluation of the Pilot Project has been moved from July 2004 to July 2008. Due to both financial and strategic reasons (cited by staff and concurred by the IRP members at the August 2003 meeting), the IRP members have decided to honor the original July 2004 deadline and therefore move forward with the Pilot Project Evaluation. The purpose of this staff report is to present the attached RFP and to highlight key dates.

## Discussion

The State mandates that a “qualified consultant” evaluate the IRP Pilot Project. As stated in the legislation, the evaluation shall consist of 1) ongoing monitoring of the Zones and 2) a final evaluation of the Pilot Project. The final evaluation is to be two-tiered. The first analysis will be from a policy/program perspective, with the second to be focused on the processes that the IRP undertook in implementing the project.

- 1) Ongoing Monitoring: The enabling IRP legislation mandates that the development progress of the Zones be monitored on a regular basis. The selected consultant will be asked to work with IRP staff to develop a methodology, recommend data to track, and design data analysis techniques for the IRP staff to use in monitoring the Zones.
- 2) Project Evaluation: This component is divided into two parts: Project Analysis and Process Evaluation.
  - A. Project Analysis: This analysis is intended to be a comprehensive evaluation of the IRP Pilot Project as a tool to resolve jobs/housing imbalance. The principal questions to be addressed for this component of the evaluation is whether or not jobs/housing imbalance issues *can* be addressed through focused development in selected areas. Another component will be to determine, whether or not the use of incentives would have made a difference in the outcome of the development projects in the Zones and hence whether incentives are a viable means to stimulate development to improve jobs/housing imbalances across different regions.
  - B. Process Evaluation: This evaluation will be to determine whether or not the Pilot Project, as designed, could meet the goals of improving inter-regional jobs/housing imbalances. This analysis will focus on the program design and processes that the IRP used in the Pilot Project, i.e. the criteria used in selecting the Zones and the Zone Selection process. One of the key questions to be addressed is whether or not changes to the process could have had a beneficial impact on the overall outcome of the Pilot Project.

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### **Key Dates/Time Line**

October 20, 2003	Release RFP
November 2003	Develop Evaluation Criteria for Evaluated RFP Proposals
December 10, 2003	RFP Proposals Due
December 17, 2003	IRP Selects Consultant
January 5, 2004	Enter into Consultant Contracts
February 18, 2004	Zone Monitoring Report Due
April 30, 2004	Draft Final Evaluation Report Due
June 18, 2004	Consultant Submits Final Report to IRP
July 31, 2004	Evaluation Report due to HCD

### **Requested Action**

Staff requests that the IRP members:

1. Discuss the proposed request for proposals for the Pilot Project Evaluation
2. Approve the release of the RFP on October 20, 2003 with modifications (if any). Proposals will be due on December 10, 2003.